SIKKIM

GOVERNMENT GAZETTE

EXTRAORDINARY
PUBLISHED BY AUTHORITY

Gangtok | Friday 24th March, 2006 | No. 71

GOVERNMENT OF SIKKIM
LAND REVENUE & DISASTER MANAGEMENG DEPARTMENT

NOTIFICATION NO. 5/LR & DMD (R) DATED : 16.3.2006.

NOTIFICATION

The State Government is hereby pleased to notify the revised guidelines for natural calamity works with the list of items and norms of expenditure effective from 01.04.2006.

By Order and in the name of the Governor of Sikkim.

(K.N.SHARMA)
SECRETARY TO GOVERNMENT OF SIKKIM
LAND REVENUE & DISASTER MANAGEMENT DEPARTMENT

REVISED GUIDELINES FOR NATURAL CALAMITY WORKS
LIST OF ITEMS AND NORMS OF EXPENDITURE

The recommendations of the Eleventh Finance Commission on financing the relief expenditure on natural calamity has been approved by the Government of India and communicated vide letter No.3-9/2000-NDM dated the 21st August, 2001 of Ministry of Agriculture.

The items of expenditure as approved by the Government of India may be broadly Classified as under:

1. Gratuitous relief on sustaining damage to or loss of life.
2. Relief assistance to small and marginal farmers for loss of land and properties and assistance to artisans in handicraft sector.
3. Search, rescue and evacuation and provision of temporary shelter including supplementary nutrition.
4. Prevention of outbreak of epidemics in human and animal population and disposal of dead bodies.
5. Restoration and repair of damaged water supply lines & supply of water.
6. Supply of essential commodities.
7. Employment generation.
8. Repair/restoration of damaged social infrastructures.

The list of items and norms of expenditure as approved by the Government of India has already been circulated to all the Districts, Head of Departments & Legislators for their guidance.

PREPAREDNESS

The State of Sikkim is prone to various types of calamity like flood, landslides and mud flow, hailstorms, black frost, cyclone, earthquake, fire etc. However, due to its terrain and location in a unique geo-climatic environment of the Eastern Himalayan region the occurrence of major calamities are generally caused by landslides and mud flow, hailstorms and cyclones.

Sikkim being categorized in zone IV of the earthquake prone areas in the country the potential of disaster from earthquake is very high. Since there is no method developed as yet to forecast the earthquake, it is necessary to be always on the alert, to deal with the situation. It is experience that during earthquakes the catastrophic human tragedy has been caused by faulty structures rather than the earthquake itself. As such, it is always appropriate to keep this in mind and make those inputs in buildings which make them strong enough to withstand the tremors.

The damages caused by natural agents like rain, wind and hailstorms are of routine type occurring more or less regularly in a particular season. It is necessary to take sufficient precautionary measures well ahead of such seasons. Reviewing the condition of control room men in position in various organizations like Police, Civil Defense, health, Fire Service, Food and civil Supplies, Roads and Bridges and other NGOs are to be updated. Before the setting in of the monsoon meeting of all functionaries for sensitizing them and allocation of duties are to be held. To ensure the alertness of every participant and to assess the level of understanding of their roles, conduct of mock drills are necessary.

IDENTIFICATION OF AREAS

Disaster occurs with the combination of vulnerability and natural events. As such a disaster depends on the type and degree of vulnerability and the type and intensity of the natural event. For instance if we take the example of landslide, it generally occur due to its soil condition, location in a particular position in the watershed

system of the area, diversion and disturbance in water conditioning system due to human intervention, faulty developments, excessive downpour of water etc. Keeping in mind such preliminary causes of different types of disasters we may divide areas of a district into different zones vulnerable to a particular type of disaster or multiple disasters. There are disasters of industrial and chemical in nature which requires a different approach to deal with the situation. But the disasters caused by natural agents, except earthquakes, follow, more or less, a particular pattern of time schedule generally occurring in a particular season of a year. Well in advance of such seasons, we may make preparations in reviewing our organization set-up to re-orient and updating them.

VISIT OF VULNERABLE AREAS

A visit to areas, thus identified, for vulnerability should invariably be made well before the onset of such season by a team of Officers formed by the District Level Relief Committee. They will assess the area for vulnerability and sensitize the panchayats about the causes and remedies of such natural events. It is very important to include any social organization working in the area who may organize a mutual self-help group. A group of volunteer organized by professional like fire fighters, doctors etc. in handling the situation so that rescue operation is not affected by ignorance.

COMMUNICATION SYSTEM

A well equipped and efficient communication system is very important during calamity, so that prompt relief and mitigation could be provided in time. Under such situation the value of time for response in saving precious human lives and properties needs no elaboration. A dependable communication system with alternatives, in case of failure of one, needs to be planned. Control rooms in district headquarters have to be established and they should be made functional round the clock during the period of such happenings. A directory of such contact numbers of all related functionaries as well as the control room are to be prepared and circulated to all concerned including the panchayats and local authorities. The persons manning the control rooms should also be thoroughly briefed in case of any distress calls and they should be well aware that to whom they have to pass the message instantly.

RESCUE, EVACUATION AND REHABILITATION

In rescue operations the time taken in response is extremely important. It is also equally important to know about the type of disaster, the location of happening and the available route to reach the place quickly and the mode of transport that can be used, so that equipment and expertise required to deal with a particular type of disaster could be arranged and mobilized without any loss of time. The District Level Relief Committee may assess the requirement of such calamities frequenting their districts in different locations and make necessary and judicious arrangements.

Selection of the leader of the team of volunteers should be predetermined depending upon the nature and type of calamity. For example, when it is fire accident a person from Fire Service and if it is an outbreak of epidemic a person from Health Services may be an appropriate person to lead the team. Sometime a situation requires a multidisciplinary involvement where a person who can coordinate the functions of all disciplines should take the leadership. It should always be born in mind that the safety of the person engaged in rescue operation is equally important as the rescue of persons in distress.

During calamity in the affected area the situation, naturally, becomes chaotic and there is likelihood of unscrupulous elements causing more damage to the properties of the people in distress than any substantial help. Therefore, in every area, it is appropriate to identify local social organization beforehand and take the help of such identified persons through such local organizations. In a calamity situation, the emotions of the people

affected, naturally, runs high. During such situations it should be taken care that besides mechanical performance of one's job, words of consolation and compassion give a healing touch to the situation. As far as practicable the members of the rescue team should not identify themselves as different from the members of the people in distress either in comfort or in appetite.

Evacuation of people trapped in a particular situation or people injured requires certain professional skill. It is always necessary that the volunteers of such rescue team are fully briefed in handling people under such situation. When a situation requires people of an endangered area to be evacuated they need to be shifted in an accommodation nearby in a safer location temporarily. The District Level Relief Committee should identify such community buildings in such areas and accommodate the people in distress temporarily. The period of keeping the evacuated people in such temporary shelter may differ from situation to situation. The District Level Relief Committee shall intimate such situation to the Relief Commissioner at an earliest possible time for support.

EQUIPMENT AND INVENTORY OF ESSENTIAL ITEMS

The DLRC should prepare a list of equipment required for rescue operations under various situations and keep such stock at their disposal. Sometimes breaches in road communication system render these equipment un-useful being impossible to transport tem in required place of occurrence. District Level Relief Committee has to make plan in advance to overcome such situation by way of taking recourse to an alternative route or by keeping a number of such sets at minimum possible locations with a force of sensitized manpower to come-up to the occasion. Moreover, the DLRC should keep the information about the availability of such equipment and manpower in neighboring district so that in times of need their help could be obtained.

There are other items which are generally required during evacuation and rehabilitation or restoring public utility services of emergent nature. To purchase them and keep their stock in anticipation would neither be desirable nor possible. An inventory of such items about their availability in local market, quantity, rates etc. needs to be maintained and should be updated periodically. Whenever situation requires these things could be easily procured and used.

ACTION TO BE TAKEN BY DLRC ON VARIOUS OCCASIONS

1. Gratuitous Relief on sustaining damage to or loss of life – (a) this is covered under item 1 of Revised list of items and Norms of expenditure as shown in the Annexure I. The District Level Relief Committee should make these payments instantly after fully completing the information as required in Form I. The rates prescribed in the guidelines are to be strictly adhered to. For any excess payment outside the norm the District Level Relief Committee shall be held responsible. If the situation, in the opinion of the District Level Relief Committee justifies more expenditure than the norm prescribed they should make the payment within the norm and submit the proposal for any excess expenditure to the Relief Commissioner and wait for the Government decision for the approval or otherwise of such expenditure and the debitable head thereof.

   In case of extraordinary situation where the District Level Relief Committee cannot decide the payee such matter should be referred to State Level Relief Committee instantly.

   (b) People evacuated and shifted in safer locations may need the assistance of relief for old, infirm and destitute children under item No.1 and supplementary nutrition under item No.2. the period of providing such assistance depends on situation to situation. As such the DLRC should start providing these assistance but immediately inform the Relief Commissioner about the likely period for which such

assistance needs to be given and obtain his approval by whatever medium of communication available to them.

2. **Relief Assistance to small and marginal farmers for loss of land and properties and assistance to Artisans in Handicraft section: These are covered under item Nos. 3,5,7 and 8 of the norms.**

(a) For collecting information on crop loss under item No.3 Form II has been devised. This is an assistance to be provided to small and marginal farmers and below. The officials engaged for visit of the affected area and assessing the damages should be properly briefed in these matters and they should be made aware that a correct assessment of the damages in all cases should be done. Ass assessments of damages under natural calamities are subject to the provision of section 182 of IPC. Whenever the damages are extensive and the assessment is not possible through only the persons posted to the affected area, the District Level Relief Committee may pool the manpower from the unaffected areas temporarily for quick and sensitive assessment or if the situation demands may make request to the Relief Commissioner for additional manpower from other neighboring districts. The payments should be made quickly after obtaining the approval of the Relief Commissioner on the amount of assistance so proposed.

(b) In case of loss of land by erosion or change of water course assistance to farmers of small farmers, marginal farmers categories etc. have to be provided. The extent of damage and the amount of assistant in this case should follow the rate provided under the list of items and norms of expenditure. In assessing such cases the District Level Relief Committee should depute responsible officer for generating correct information meeting the objective of the scheme. These information should be compiled in Form IiI and a copy of the same should be forwarded to Relief Commissioner.

(c) Assistance under item No.5 is also for small and marginal farmers. For maintaining uniformity and avoid complications the current value of animals as formulated by the Department of Animal Husbandry & Vetinary Services may be applied for assessing the amount of loss. The current valuation of different categories of animal as prepared by Animal Husbandry &Veterinary Sservices is placed at Annexure II. The rate of assistance as prescribed under Swarnajayant Gram Swarojgar Yojana is placed at Annexure III. The report on animal loss and assistance proposed are to be prepared in Form IV.

(d) The assistance to be provided to artisans in handicraft sector for repair/replacement of damaged equipment and raw materials specific rates are given in the norms vide item No.7. The report on assistance given should be submitted in Form V. The relief provided under the norms is the maximum amount and if the cost of the damaged equipment or raw materials is below the maximum prescribed, the assistance should accordingly be given.

(e) Under item No.8 of the revised norm of assistance for repair and restoration of houses have been provided. There are three categories of damages prescribed viz; fully damaged, severely damaged and marginally damaged. These terminologies may be understood differently at different levels. As such to bring an uniformity in assessing the damage of houses it is pertinent to explain these terminologies. By fully damaged house we should understand that the house is either razed to the ground or washed away or has been damaged beyond repairs where the existing structure is to be removed and new construction is necessary. By severely damaged we should understand that the house has become uninhabitable due to calamity in its damaged

condition but the same structure may be restored to an inhabitable condition with repair. Marginally damaged naturally means that small damages have to be done requiring small repairs but it is not necessary to abandon the house. The District Level Relief Committee should examine the proposal and make the payment of assistance under intimation to Relief Commissioner. The report on this item of work should be made in Form V.

3. SEARCH, RESCUE AND EVACUATION

Saving of human life should not wait for formalities. Whenever situation demands that immediate assistance to save human lives is necessary the District Collector incharge of the district shall mobilize appropriate machinery for providing rescue to the distressed people. Either in his absence from or in outlying sub-divisions he shall make alternative arrangement to respond such situation. Under such situation an immediate report to the Relief Commissioner through a quickest means of communication should be given. Formal report on search and evacuation shall be given in Form VII.

4. REVENTION OF OUTBREAK OF EPIDEMICS

Outbreak of epidemics is also a potent factor causing calamity taking a toll of human and animal population. Departments of Health and Family Welfare and Animal Husbandry and Veterinary Services have their regular program in eradicating and preventing these epidemics. The District Collectors, should obtain the detail information on the fund provided under these head of r their districts, detail stock of medicines and program of immunization from the concerned departments. In case of any outbreak of epidemic he should mobilize concerned personnel for immediate prevention. But if the spread of an epidemic requires additional help from the neighboring district or from State Level both for men and materials he should immediately inform the Relief Commissioner and concerned head of department for the purpose. After exhausting the option of providing the medicines and materials available under regular planned program as mentioned above, if there is need to mobilize additional medicines and materials under the prescribed rates of the departments to put the epidemics under control the District Level Relief Committee may take the action under intimation to the Relief Commissioner. The disposal of unclaimed dead bodies are also to be done by the District Level Relief Committee. The reports of action taken should be submitted in Form VIII.

5. DISRUPTION OF DRINKING WATER SUPPLY AND TEMPORARY RESTORATION AND SUPPLY OF WATER.

Disruption of drinking water supply lines may also cause hardship in the normal lives of people. But the situation of crisis should be judged taking into consideration the population depending on such supply and alternative available sources for providing temporary supply of drinking water to the people of such areas. As per the situation demands the District collector should take step in providing drinking water in such locality by temporary arrangements but will invariably report to the Relief Commissioner about the extent of damage and tentative cost for temporary supply of water as well as temporary restoration of the existing supply line for taking up immediate action. The report on this item should be submitted in Form IX.

6. SUPPLY OF ESSENTIAL COMMODITIES

Before the advent of monsoon the District Collector should ensure that sufficient stock of essential commodities in various distribution points are created. The areas frequented by occasional road

breaches should be given due attention. Alerting men and machineries for opening roads in such areas is also necessary so that in case of happening they are readily available to open the traffic for mobility of essential items to the people. These actions should be taken up in coordination with the concerned departments and their functionaries in the district.

7. EMPLOYMENT GENERATION

Proposals for employment generation should be made under Calamity Relief Fund only after exhausting the option under Swarnajayant Gram Swarojgar Yojana which also has similar provision for providing employment opportunity in case of crop failure to overcome a famine situation.

8. REPAIR/RESTORATION OF DAMAGED SOCIAL INFRASTRUCTURES

For repair and restoration of other social infrastructures under item 16 of the norms, the need of funding from Calamity Relief Fund in consideration of the similar provisions under sectoral allocation should be examined by the District Level Relief Committee and only deserving cases should be forwarded with their recommendation and justification for the approval of State Level Relief Committee. No proposal which has not been examined and recommended by the State Level Relief Committee shall be entertained by State Level Relief Committee.

9. REMOVAL OF DIFFICULTIES

In a calamity situation recipe for every type of problems cannot be provided. It all depends on the wisdom of the person responding such situation. As such it becomes necessary to provide the person a reasonable level of power to take action on the spot. Preparation of projects and estimates and their examination on their cost effectiveness social utility and self sustainability is very important in planned development. But in a calamity situation instant action in removing the crisis does not only provide succor instantly but more often than not, is cheaper if taken up judiciously. However, after the action is over he should render the accounts for such actions. For example when the District Collector comes across a road breach either by a fallen tree or accumulation of debris etc. and find in his assessment that mobilizing the available manpower, on the spot or in the vicinity, he will be able to clear it within a limited time, he should be able to do it instantly. District Collector can remove such difficulties in the social services sectors up to a limit of Rs.5,000/- per case. This power should be used judiciously only when such removal of difficulty renders convenience to the people of the area in general.

REVISED LIST OF ITEMS AND NORMS OF EXPENDITURE FOR ASSISTANCE FROM CALAMITY RELIEF FUND (CRF) AND NATIONAL CALAMITY CONTINGENCY FUND (NCCF) FOR THE PERIOD 2000-2005 (MHA letter No.32-22/2004 – NDM I DATED 10th September, 2004, 23rd November 2004 and 15th June, 2005)

SL.NO. ITEMS	NORMS OF EXPENDITURE FOR ASSISTANCE FROM CRF AND NCCF
1. Gratuitous Relief (a) Ex-Gratia payment to familiesof deceased persons.	Rs.50,000/- per deceased.
(b) Ex-Gratia payment for loss ofa limb or eyes.	Rs.25,000/- pers person. (The Gratuitous relief for loss of limb etc., shold be extended only when the disability is more than 40% and certified by a Govt. doctor or doctors from panel approved by the Govt.)
(c) Grievous injury requiring hospitalization for more than a week	Rs.5,000/- per person
(d) Relief for the old, infirm and destitute, children.	Rs.20/- per adult, Rs.10/- per child, per day.
(e) Clothing and utensils for families whose house have been washed away/fully destroyed due to a natural calamity.	Rs.500/- per clothing and Rs.500/- for utensils per family.
(f) Gratuitous Relief for families in dire need of immediate sustenance after a calamity, GR should only be given to those who have no food reserves, or whose food reserves have been wiped out in a calamity, and who have no other immediate means of support.	Rs.20/- per adult and Rs.10/- per child per day, in kind only (for essential commodities like Atta, foodgrains, kerosene oil, vegetables, match-boxes, coconut oil etc.) maximum for a period of two weeks or as recommended by Central Team.
2. Supplementary Nutrition	Rs.1.05 per day per head as per ICDS norms
3. Assistance to small and marginal farmers for	
(a) Desilting etc. (b) Removal of debris in hill area, and (c) Desliting/Restoration/Repair of fish farms	25% and 33-1/3% to small farmers and marginal farmers respectively on the basis of NABARD pattern subject to ceiling of Rs.5,000/- per hectare.
(d) Agriculture input subsidy where crop loss was 50% and above.	
(I) For agriculture crops, horticulture crops and annual plantation crops	Rainfed areas Rs.1000/- per hectare Rs.2500/- per hectare in areas with assured irrigation
(I)- Input Subsidy to farmers other than small & marginal farmers, in case of severe calamity occurring for second consecutive year (or subsequent year) and subject to the condition that the subsidy will be payable at appropriate rate per hectare upto 2 hectares only, irrespective of the size of holdings	i) Rainfed areas : @Rs.1000 per hectare ii) Irrigated areas :@ Rs.2500 per hectare iii) Perennial crops@ Rs.4000 per hectare
(II) Perennial crops	Rs.4,000 per hectare
(III) Assistance to sericulture farmers	Rs.2000/- Per hectare for mugaRs.1500/- Per hectare for Eri and Mulberry
(e) Loss of substantial portion of land caused by landslide, avalanche, change of course of rivers.	Rs.10,000/- per hectare

4	Employment Generation(only to meet additional requirements after taking into account, funds available under Plan various Plan Schemes with elements of employment generation)	Daily wages to be at par with minimum wage for unskilled laborers prescribed by the State Government concerned. Contribution from Relief Funds to be restricted to food grains @5 Kg per person per day (SGRY-Special component) and Rs.15 pr person per day (CRF/NCCF) for 10 days a moth (15 days a month in areas where other schemesprojects with elements of employment generation are not in operation). The balance, if any, between the minimum wages and this support may be borne by the State Government concerned. Work to be provided to one person from every willing rural household in the affected areas subject to the assessment of actual demand on a case-to-case basis.
5	Animal Husbandry Assistance to small and marginal farmers/agricultural laborers	
	i) Replacement of draught/milch Animals or animals used for haulage	As per the rates prescribed under appropriate schemes of Ministry of Rural Development
	ii) Provision of fodder in cattle camps	Large Animals – Rs.18 per daySmall Animals – Rs.9.00 per day
	iii) Water supply in Cattle Camps	As per assessment on a case-to-case basis
	iv) Additional Cost of medicines and vaccine (calamity related requirements)	As per assessment on a case-to-case basis
	v) Supply of fodder outside Cattle Camps	Additional expenditure on transport to neutralize calamity related Price rise to be determined on case-to-case basis.
	vi) Movement of useful cattle to Other areas	On expert assessment of Department of Animal Husbandry & Dairying on a scheme being submitted in this behalf by the State Government Concerned.
6	Assistance to Fishermen	
	(a) For repair/replacement of boats, nets and damaged or lost	Subsidy will be provided other equipment subject to ceiling on subsidy per family as per SGSY pattern
	Boat Dugout – Canoe Catamaran Nets	The cost of boats will also be determined with reference to approved cost under SGSY
	(b) Input subsidy for fish seed farm	Rs.2,000/- per hectare
7	Assistance to artisans in handicrafts sector by way of subsidy for repair/replacement of damaged equipments	
	(a) Traditional Crafts	
	(i) For damaged equipments	Rs.1,000/- per person
	(ii) For raw material	Rs.1,000/- per person
	(b) For Handloom Weavers	

	(i) Repairs/replacement of loom equipments and accessories	Rs.1,000/- per loom
	(ii) Purchase of yarn and other materials	Rs.1,000/- per loom
8	Assistance for repair/restoration of damaged houses	
	(a) Fully damaged houses (Where the house is beyond repair and needs to be recons tructed)	
	(i) Pucca house	Rs.10,000/- per house
	(ii) Kuchha House	Rs.6,000/- per house
	(b) Severely damaged houses	
	(i) Pucca House	Rs.2,000/- per house
	(ii) Kuchha House	Rs.1,200/- per house
	(c) Partially Damaged Houses (Where the damage is minimum of 15%)	Rs.800/- per house
9	Emergency supply of drinking water in rural areas and urban areas	To be assessed by Central Team for NCCF / by State Level Committee for CRF
10	Provision of medicines, disinfectants, insecticides for prevention of outbreak of epidemics	-do-
11	Medical care for cattle and poultry against epidemics	-do-
12	Evacuation of people affected/likely to be affected	-do-
13	Hiring of boats for carrying immediate relief & saving life	-do-
14	Provision for temporary accommodation, food, clothing, medical area etc, of people affected/evacuated	-do-
15	Air dropping of essential supplies	-do-
16	Repair/restoration of immediate nature of the damaged infrastructure relating to communi-cation, power, public health, drinking water supply, primary education and community owned assets in the social sector	-do-
17.	Replacement of damaged medical equipm-ents and lost medicines of Govt. hospitals/ health centres	-do-
18	Operational cost (Of POL only) for Ambulance Servie, Mobile Medical Teams and tempo-rary dispensaries	-do-
19	Cost of clearance of debris	-do-
20	Draining of flood water in affected areas	-do-
21	Cost of search and rescue measures	-do-

22	Disposal of dead bodies/carcasses	-do-
23	Training to specialist multi disciplinary groups /teams of the State personnel drawn from different cadres/services	Expenditure to be met from CRF
24	Procurement of essential search, rescue and evacuation equipments including communi-cation equipments subject to a ceiling of 10% of the CRF allocation of the year	To be assessed by the State Level Committee for CRF
25	Installation of public utility 4 digit code telephone (calls not metered)	Expenditure to be met from CRF

CRF – CALAMITY RELEIF FUND
NCCF – NATIONAL CALAMITY CONTINGENCY FUND
POL - PETROL, OIL AND LUBRICANTS

ANNEXURE II

Bovine

Calf	-	Rs. 1000/-
Heifer (2nd)	-	Rs. 3000/-
(Cross)	-	Rs. 4000/-
Male (2nd)	-	Rs. 2000/-
Male (Cross)	-	Rs. 3000/-
Bullock	-	Rs. 5000/-
Bull (2nd)	-	Rs. 4000/-
(Cross)	-	Rs. 5000/-
Cows (2nd)	-	Rs. 5000/-
(Cross)	-	Rs.10000/- to 15000/- Depending upon milk yield.

Swine (Porcine)

(Porcine) Piglet	-	Rs. 1000/-
Gilt	-	Rs. 3000/- (Breeding)
Adult Boar	-	Rs. 4000/-
Sows	-	Rs. 5000/-

Caprine

Lamb/Kids	-	Rs. 600/-
Doe	-	Rs. 1500/-
Ewe	-	Rs. 2000/-
Ram/Buck	-	Rs. 2500/-

Avian

Chicks	-	Rs. 25/-
Cockrel	-	Rs. 130/-
Pullet	-	Rs. 150/-
Hen	-	Rs. 170/-
Cock	-	Rs. 200/-

ANNEXURE III

Chapter II

Salient features of Swarnajayant Gram Swarojgar Yojana

* Swarnajayant Gram Swarojgar Yojana aims at establishing a large number of micro-enterprises in the rural areas, building upon the potential of the rural poor. It is rooted in the belief that the rural poor in India have competencies and given the right support can be successful producers of valuable goods/services.

* The assisted families (henceforth known as Swarozgaris) may be individuals or groups (Self-Help Groups). Emphasis will be on the group approach.

* The objective under Swarnajayant Gram Swarojgar Yojana is to bring every assisted family above the poverty line in three years.

* Towards this end, Swarnajayant Gram Swarojgar Yojana is conveived as a holistic programme of micro-enterprises covering all aspects of self employment, viz, organization of the rural poor into Self-Help groups and their capacity building, planning of activity clusters, infrastructure build up, technology, credit and marketing.

* In establishing the micro-enterprises, the emphasis under Swarnajayant Gram Swarojgar Yojana is on the cluster approach. For this, 4-5 key activities will be identified for each block based on the resources, occupational skills of the people and availability of markets. Selection of key activities will be with the approval of the Panchayat Smitis at the Block level and the District Rural Development Agency/Zilla Panchayat at the District level. The major share of Swarnajayant Gram Swarojgar Yojana assistance will be in activity clusters.

* Swarnajayant Gram Swarojgar Yojana will adopt a project approach for each key activity. Project reports will be prepared in respect of identified key activities. The banks and other financial institutions will be closely associated and involved in preparing these project reports, so as to avoid delays in the sanctioning of loans and to ensure adequacy of financing.

* The existing infrastructure for the cluster of activities will be reviewed and gaps will be identified. Investments will be made under Swarnajayant Gram Swarojgar Yojana subject to a ceiling of 20% (25% in the case of North Easter States) of the total programme allocation for each district. This amount will be utilized to generate additional funds from other sources.

* The effort under Swarnajayant Gram Swarojgar Yojana is to cover 30% of the poor in each block in the next five years through an efficient programme. In planning of the key activities, care would be taken to ensure that the maximum number of panchayats are covered without jeopardizing the quality of the programme.

* Swarnajayant Gram Swarojgar Yojana will also focus on the Group approach. This would involve organization of the poor into Self Help Groups (SHGs) and their capacity building. Efforts would be made to involve women members in each Self Help Group. Besides, exclusive women groups will continue to be formed. At the Block level, at least half of the groups will be exclusively women groups. Group activity will be given preference and progressively, majority of the funding will be for Self Help Groups.

* The Gram Sabha will authenticate the list of families below the poverty line identified in the BPL census. Identification of individual families suitable for each key activity will be made through a participatory process.

* Swarnajayant Gram Swarojgar Yojana is a credit-cum-subsidy programme. However, credit will be the critical component in Swarnajayant Gram Swarojgar Yojana, subsidy being only a minor and enabling element. Accordingly, Swarnajayant Gram Swarojgar Yojana, envisages a greater involvement of the banks. They will

be involved closely in the planning and preparation of projects, identification of activity clusters, infrastructure Swarozgaris, pre-credit activities and post-credit monitoring, including loan recovery.

* Swarnajayant Gram Swarojgar Yojana will seek to promote multiple credit rather than a one-time credit "injection". The credit required of the Swarozgaris will be carefully assessed. They will be allowed and in fact, encouraged to increase their credit intake over the years.

* Swarnajayant Gram Swarojgar Yojana will seek to lay emphasis on skill development through well-designed training courses. Those, who have been sanctioned loans will be assessed and given necessary training. The design, duration of training and the training curriculum would be tailored to meet the needs of the identified activities. District Rural Development Agencies will be allowed to set apart up to 10% of the Swarnajayant Gram Swarojgar Yojana allocation on training. This would be maintained as Swarnajayant Gram Swarojgar Yojana – Training Fund.

* Swarnajayant Gram Swarojgar Yojana will ensure up gradation of technology in the identified activity clusters. The technology intervention will seek to add value to the local resources including processing of the locally available material from natural and other resources for local and non-local markets.

* Swarnajayant Gram Swarojgar Yojana will provide for promotion of marketing of the goods produced by the Swarnajayant Gram Swarojgar Yojana Swarozgaris. This would involve providing market intelligence, development of markets, consultancy services, as well as institutional arrangements for marketing of the goods, including exports.

* Subsidy under Swarnajayant Gram Swarojgar Yojana will be uniform at 30% of the project cost, subject to a maximum of Rs.7500. In respect of Scheduled Caste/Scheduled Tribes, however, these will be 50% and Rs.10,000 respectively. For Self Help Groups, the subsidy would be 50% of the cost of the scheme, subject to a ceiling of Rs.1.25 lakh. There will be no monetary limit on subsidy for irrigation projects.

* Swarnajayant Gram Swarojgar Yojana will particularly focus on the vulnerable groups among the rural poor. Accordingly, the Scheduled Caste/Scheduled Tribes will account for at least 50% of the Swarozgaris, women for 40% and the disabled for 3%.

* Swarnajayant Gram Swarojgar Yojana will be implemented by the District Rural Development Agencies through the Panchayat Samitis. The process of planning, implementation and monitoring would integrate the banks and other financial institutions, Non Government Organizations as well as technical institutions in the district. District Rural Development Agencies will be suitably revamped and strengthened.

* 15% of the funds under Swarnajayant Gram Swarojgar Yojana will be set apart at the national level for projects having far reaching significance, which can also act as indicators of possible alternative strategies to be taken up in conjunction with other departments or semi-government or international organizations. This would include initiatives to be taken in the individual districts or across the districts.

* Funds under the Swarnajayant Gram Swarojgar Yojana will be shared by Central and State Government in the ratio of 7525.

* The central allocation earmarked for the State will be distributed in relation to the incidence of poverty in the States. However, additional parameters like absorption capacity and special requirement will also be taken into consideration during the course of the year.

REPORT ON DAMAGE TO LIFE AND RELIEF ASSISTANCE

FORM I

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of Revenue Blocks	Name of head of family	Name of person sustaining damage	Age	Sex	Relationship with head of family	Type of Damaged sustained			In case of death or in case of minor or dependent old the name of person in the next of the kins to whom the payment is to be made etc.	Amount to be paid in Rupees	Remarks if any
							Death	Loss of Limbs or eye	Grievous injury, requiring hospitalisation for a week			
	TOTAL											

V.L.O GRAM PANCHYAT POLICE OFFICER OF THE LOCALITY MEDICAL OFFICER OF THE LOCALITY DISTRICT COLLECTOR

..... DISTRICT

REPORT ON DISRUPTION OF DRINKING WATER SUPPLY AND TEMPORARY RESTORATION & SUPPLY OF WATER

FORM IX

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of township or habitation of which the WSS has been damaged with population	Length & diameter of supply live disrupted	Cost of equivalent HDP pipe & fittings charges	Time to be taken for temporary restoration	Name of nearest water source for temporary water supply	Distance from the habitation	Per day no. of vehicles to be engaged for water supply	Per day cost of hiring of vehicles including fuel etx.	No. of days for which the vehicles are to be used	Tentative amount required for temporary water supply	Total amount required
1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL										

Relevant Estimate/cost for column 4,9,10 and 11 may be enclosed

Executive Engineer
PHE/RDD
..... DISTRICT

DISTRICT COLLECTOR
..... DISTRICT

REPORT ON OUTBREAK OF EPIDEMICS AND PREVENTIVE MEASURES TAKEN UP

FORM VIII

TYPE OF CALAMITY.....
DATE OF OCCURRENCE.....

Sl. No.	Name of Revenue Block affected by calamity	Name of epidemic	Human and animal population will vulnerable to the epidemic	Human/Animal population affected	Death cases, if any * No	Cost of medicines and mobilization					Gratuitous relief, if any	Expenditure on disposal of unclaimed bodies	Total 11+12+13
						Preventive medicines disinfectant insecticides	Curative medicines	Collections & mobilization of medical team	Transportation and stay in the area affected	Total Expenditure (7+8+9+10)			
1	2	3	4	5	6	7	8	9	10	11	12	13	14

* Detail list may be enclosed
Details of expenditure from columns & 13 may be enclosed.

CMO/JOINT DIRECTOR
AH&VS
.....DISTRICT

DISTRICT COLLECTOR
..... DISTRICT

REPORT ON SEARCH AND EVACUATION

FORM VII

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of Revenue Block affected by calamity	Total population	Population affected	Place identified for temporary re-location	Distance from the place affected	*Mobilisations expenditure for officials, police civil defence, medical team and social activists	* Cost of temporary accommodation and transport	* Relief Assistance as per items No. 1 of the norms if any	* Contingency expenditure on relief team in col. 7	Expenditure on labours if any	Total (7+8+9+10+11)
1	2	3	4	5	6	7	8	9	10	11	12

* Details of expenditure on items from column 7 to 11 are separately prepared itemwise with paid vouchers are to be enclosed
Details of column 9 should be reproduced in Form 1 also.

District Collector
..... DISTRICT

REPORT ON DAMAGE TO RESIDENTIAL HOUSES AND ASSISTANCE PROVIDED

FORM VI

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of Revenue Blocks	Name of Head of Family	Fully Damaged		Severely Damaged		Partially Damaged		Assistance provided					Supplementary Nutrition for..... days (in Rs.)	Total Assistance (7+8+9)
			Kuchha 4(a)	Puchha 4 (b)	Kuchha 4(c)	Puchha 4 (d)	Kuchha 4(e)	Puchha 4 (f)	Assistance as per damage in col. 4	Number of old, infirm and children		Relief in Rs.	Relief on clothing & utensils etc.		
										Adult	Child				
	TOTAL														

V.L.O

Revenue Officer
..... District

District Collector
..... District

* A minimum days for providing this relief to be decided by SLRC. If necessary for extending the days the concerned D.C. would report the Relief Commissioner with detail reasons for approval of SLRC.

REPORT ON DAMAGES TO ARTISANS IN HANDICRAFT SECTOR AND ASSISTANCE PROVIDED

FORM V

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of Artisan	Revenue Block	Type of trade	Traditional Craft and Handloom						Total (7+10)	Remarks
				Particular of equipment damaged/lost	Approx. value	Assistance given	Particular of raw material damaged	Approx. value	Assistance given		
1	2	3	4	5	6	7	8	9	10	11	12

VO/RDW

RO/SDM

DISTRICT COLLECTOR

.....DISTRICT

REPORT ON ANIMAL LOSS AND ASSISTANCE

FORM IV

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of farmer	Revenue Block	Category of farmer	Loss of Animal and Assistance												Total of 50+60+70+80	Remarks
				Bovine			Porcine			Caprine			Avain				
				Type	No	Amount	Type	No	Amount	Type	No	Amount	Type	No	Amount		
1	2	3	4	5 (a)	5 (b)	5 ©	6(a)	6(b)	6©	7(a)	7(b)	©	8(a)	8(b)	8©	9	10
	Type		TOTAL														

Boyine
Calf-B1
Young Bull-E2
Heifer-B3
Bull-B4
Cow-B5

Porcine
Piglet-P1
Gilt/Young
Boar-P2
Sow/Boar
P3

Caprine
Lamb
Kid-C1
Ewe/
Doe-C2
Ram/
Buck-C3

Avain
Chick-A1
Cockret/
Pullet-A2
Hen/Cock
A3

Stockman

VLO

Officer of AH & VS

District Collector
..... District

LOSS OF LAND ETC. AND ASSISTANCE TO SMALL AND MARGINAL FARMERS

FORM III

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of the head of family	Revenue Block	Category of farmer Sf/MF	Area under Operation in Hect.				Assessment of damage and assistance						Total Assistance (10+12+14)	Remarks
				P.F.	D.F.	Banjo	Cardamom	Area covered by siltation	Amount of Assistance	Area covered by Debris	Amount of Assistance	Area of Land lost by change of water course avalnch or land slide	Amount of Assistance		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	TOTAL														

VILLAGE LEVEL WORKER

REVENUE OFFICEF

DISTRICT COLLECTOR

..... DISTRICT

REPORT ON CROP LOSS AND INPUTS SUBSIDY

FORM II

TYPE OF CALAMITY.....

DATE OF OCCURRENCE.....

Sl. No.	Name of Revenue Blocks	Name of Farmer	Status-Owner/Tenant	Area under Operation in Hect.				Rainfed Cultivation		Assured Irrigation		Perennial Crop		Inputs Subsidy	Remarks if any
				P.F.	D.F.	Banjo	Cardamom	Name of Agri./Horti./Annual Plantation Crop	Area in Hect.	Name of Agri./Horti./Annual Plantation Crop	Area in Hect.	Name of Crop	Area		
													-		
	TOTAL														

V.L.W. V.L.O. R.P.O. / DY. Director Agriculture/Horticulture District Collector

.....District